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GOVERNOR

STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

BRENDA M. HARVEY
COMMISSIONER

Instruction for MaineCare Section 24 & 65 Change of Status Form

Child's Identifying Data: Complete this section as accurately and thoroughly as possible. It is essential that the child's name be spelled correctly and as it appears on their MaineCare card. Also document any changes/correction to data in this section and highlight.

Change of Child's/Guardian names & address: Complete this section when the child's or parents name changes or when the child, a parent or entire family changes their address. If a child enters into a residential facility, this would be recorded as a change of address for the child. When a legal address (residency) changes please clearly indicate if the mailing address remains the same or also has been changed. A change of status would also be submitted recording a removal of the child from their primary residence or if the child enters a foster care home.

Guardianship/Custody: Complete this section when a change in the child's guardianship has occurred or if child has entered state custody (please notify CBHS if a child assumes Child Welfare V9 status at their 18th birthday). In the event there is a guardian/custody issue, evidence of the current guardianship/custody agreement may be requested. Please indicate when the rights and responsibilities' for a child change from one sole parent to the other, become shared by both parents from a sole parent, or become sole from a shared parental arrangement. This section must be completed on a young adult's 18th birthday indicating their assumption of self-guardianship, unless not permitted.

Change in Disability Category: Complete this section when a child's mental health or mental retardation disability category changes due to a new evaluation.

Change in Maine Care Section (24)

In Service Status Complete this section when there is a change in status of (24) service for the child or child is closed to (24) service.

Change of Maine Care Section (24) & (65M) & (65N)

Change in Wait Status: Complete this section when there is a change in the wait status for 24, 65MN services. A child may return to a wait status from an assessment authorization. A child may obtain an unavailable status due to hospitalization or residential treatment. A child may be closed from a wait status due to service implementation, family choice or a family/team decision made at the child's ITP review.